K. P. B. HINDUJA COLEGE OF COMMERCE

315, New Charni Road, Mumbai, Tel. No. 022-40989000, www.hindujacollege.com

Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report

For the period 2015 - 2016

Submitted to

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

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K. P. B. Hinduja College of Commerce

The Annual Quality Assurance Report (AQAR) of the IQAC
2015-16
Part – A

1. Details of the Institution

1.1 Name of the Institution

> K. P. B. HINDUJA COLLEGE OF COMMERCE

1.2 Address Line 1

> 315, NEW CHARNI ROAD

Address Line 2

> Hinduja College Lane

City/Town

> MUMBAI

State

> MAHARASHTRA

Pin Code

> 400004

Institution e-mail address

> hindujacollege@gmail.com

Contact Nos.

> 022-40989000 (office)

Name of the Head of the Institution:

> Prin. Dr. (Ms.) Minu Madlani

Tel. No. with STD Code:

> 022-40989000

Mobile:

> 09892186412

'

Name of the IQAC Co-ordinator:

> Mr. Chandrashekhar Deore

Mobile:

> 9619787977

IQAC e-mail address:

> iqac.hindujacollege@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) : EC/55?RAR/016 dated 27-03-2011

1.4 Website address:

> www.hindujacollege.com

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

> http://www.hindujacollege.in/downloads/Annual%20Quality%20Assurance%20Report%20for%20Academic%20Year%202015-16.pdf

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	83.5	2004-05	2009-10
2	2nd Cycle	A	3.13	2010-11	2015-16
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC :   DD/MM/YYYY   06-12-2004

1.7 **AQAR for the year** (*for example 2010-11*)   2015-16

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

> i. AQAR   2011-12 submitted to NAAC on 25-10-2012
>
> ii. AQAR   2012-13 submitted to NAAC on 20-12-2013
>
> iii. AQAR   2013-14 submitted to NAAC on 29-04-2015
>
> iv. AQAR   2014-15 submitted to NAAC on 03 -04-2016

1.9 Institutional Status

University   State [√]   Central [ ]   Deemed [ ]   Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent College   Yes [ ]   No [√]

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [ ]   No [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

                  Urban [√]   Rural [ ]   Tribal [ ]

Financial Status   Grant-in-aid [√]   C 2(f) [√]   UGC 12B [√]

                  Grant-in-aid + Self Financing [√]   Totally Self-financing [--]

1.10 Type of Faculty/Programme

     Arts [-]   Science [-] Commerce [√]   Law [--]   PEI (Phys Edu) [-]

     TEI (Edu) [-] Engineering [-]   Health Science [-]   Management [-]

     Others   (Specify)   [. ------]

1.11 Name of the Affiliating University *(for the Colleges)*   [University of Mumbai]

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Yes – Minority Status (Linguistic) by State Government

Autonomy by State/Central Govt. / University | --- |

| University with Potential for Excellence | --- | UGC-CPE | Yes |

| DST Star Scheme | --- | UGC-CE | --- |

| UGC-Special Assistance Programme | Yes | DST-FIST | --- |

| UGC-Innovative PG programmes | --- | Any other (*Specify*) | --- |

| UGC-COP Programmes | --- |

2. IQAC Composition and Activities

2.1 No. of Teachers | 9 |

2.2 No. of Administrative/Technical staff | 1 |

2.3 No. of students | 10 |

2.4 No. of Management representatives | 2 |

2.5 No. of Alumni | 4 |

2. 6 No. of any other stakeholder and

   community representatives | 1 |

2.7 No. of Employers/ Industrialists | 2 |

2.8 No. of other External Experts | 1 |

2.9 Total No. of members | 28 |

2.10 No. of IQAC meetings held | 03 |

2.11 No. of meetings with various stakeholders: Total No. | 5 | Faculty | 2 |

Non-Teaching Staff Students | 2 | Alumni | 1 | Others | - |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | √ |

If yes, mention the amount | -- |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 2 | International | 1 | National | 1 | State | 0 | Institution Level | 1 |

(ii) Themes	**International**: One Day International Conference was organised on "Make in India: A Road Map Ahead" on April 16, 2016. **National:** One Day National Seminar was organised on "Women Empowerment: A Feminist Discourse" on October 17, 2015. **Institutional:** Workshop on "Insight into Financial Planning"

2.14 Significant Activities and contributions made by IQAC

- College received College with Potential for Excellence by UGC on
- Academic, Administrative, Gender and Green Audit was conducted.
- Two research workshops were conducted on statistical tools and techniques.
- Few linkages were created with industries experts.
- Five value added courses were initiated to meet the demand of industry.
- Faculty Development Program was arranged for teaching faculty member and non-teaching staff.
- Students were encouraged to organise one mega intercollegiate event 'Panaah'.
- Research Forum was organised for M. Phil and Ph. D students to orient them about the need to publish articles in National and International Journals.
- One Day ICSSR sponsored National Seminar on '**Women Empowerment: A Feminist Discourse**' was organised.
- One Day International Conference on "**Make in India: A Road Map Ahead"** was organised

2.15. Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
• Applying for the award-'College with potential for excellence'	• College was awarded **'College with Potential for Excellence'**
• Have more collaboration with foreign Universities for better teaching and learning and faculty exchange.	• College collaborated with "NASS Tech" a Foreign Education Institution for providing opportunities to undergraduate students for Higher Studies in Canada.
• To organise National Conference on Women related issues.	• College organised ICSSR Sponsored One Day Seminar on Women Empowerment : A Feminist Discourse'
• Organise workshops for the Faculty in subjects where there is a revision in the syllabus.	• Faculty members participated in workshop organised by University of Mumbai and other affiliating colleges on Revision of Syllabus.
• To submit proposals for minor research projects to the University of Mumbai.	• Seven faculty members submitted proposal for Minor Research Project to the University of Mumbai.
• Encourage research in wider range of subject and also conduct workshop on research.	• Faculty members were encouraged to write research paper in International & National Journal. In all 100 research were presented and Published. Two research workshop was organised.
• Continue to encourage Ph.D. students to complete and submit their thesis.	• Total five students submitted their thesis in 2015-16
• Organise a combined Faculty and Staff development program at the location outside the college.	• FDP was organised at Monteria Resort. Team Building and Management Games were organised.
• Continue to organize the Dharam Hinduja Essay writing completion for Faculty at the National level.	• Twenty Essays were received and prizes were given to the outstanding Essay.
• Hosting different intercollegiate festivals and at least one mega intercollegiate festival to be held for an entire week.	• 'Pannah' an intercollegiate festival was grand success and almost 35 colleges participated in the event.
• Plan to organise university level traditional dance competition to promote a local culture.	• 'Nadkhula' intercollegiate dance competition was organised.
• Volunteered to help the University in conducting University youth festival.	• He Student Council of the College successfully hosted 'Youth Festival'
• Redevelopment of College building.	• College management are working on Redevelopment of College Building.
• Thrust on student research and seminar at national and international level.	• M. Com. students were guided by faculty members to undertake research project. M. Phil. and Ph. D. students were encouraged to write research paper in national and international conference /

	seminar.
• To strengthen quality of research by setting up mechanism to check 'Plagiarism'.	• Seven Day Workshop on Research Methodology was organised where speaker oriented the participants about Plagiarism and online software to check Plagiarism.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes | √ | No | |

Management | √ | Syndicate | | Any other body | |

Provide the details of the action taken

Management approved the report.

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes*

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	07	--	7	---
M.Phil.	01		01	
PG	10	01	11	---
UG	11	--	10	--
Advanced Diploma	04	--	04	---
Diploma	06	--	06	06
Certificate	17	--	17	17
Total	56	01	56	23
Interdisciplinary (UG)	01	---	01	01
Innovative (UG)	02	---	02	--

* Including Programs Offered through YCMOU

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

CBCS:

1. The University Of Mumbai follows Credit Based Grading System which is adopted by the College.

2. Since Choice Based Credit System is under consideration by the University of Mumbai, the College is yet to implement it.

Core /Elective options:

The College has opted for various elective options and professional courses to improve

potential for employability.

The Core Elective Options adopted by the Institution are as follows:

Under Graduate Programs	Post Graduate Programs	M. Phil	Ph. D.
B.Com - Export Marketing, Computer Application, Taxation	.M.Com (Accountancy)	M.Phil (Human Resource Management)	Ph.D.(Business Policy and Administration)
BMS - HRM, Marketing, Finance	M.Com (Business Management)	M.Phil (Accountancy)	Ph.D. (Trade, Transport & Industry)
BMM - Advertising, Journalism	M.Com (Banking and Finance)		Ph.D. (Business Economics)
B.Sc(IT) - GIS, Cyber Law, DSS	M.A (Public Relations)		Ph. D. (Management Studies)
	M.A (Communication and Journalism)		Ph. D. (Business Management)
			Ph. D. (Accountancy)
			Ph. D. (Banking & Finance)

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	14
Trimester	-
Annual	12

1.3 Feedback from stakeholders*   Alumni [√]   Parents [√]   Employers [√]   Students [√]
   (On all aspects)

   Mode of feedback   :   Online [√]   Manual [ ]   Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

TYBAF: sem V and VII had been revised w.e.f. June 2015-16. The subject are Economics, Management and Application which were in Semester V in Last academic year are now a part of Semester VI.

SYBMS: The second year has been introduced with electives like Finance, Marketing, Human Resource w.e.f. from June 2015-2016.

SYBMM: The syllabus of SYBMM, semester III and IV were revised w.e.f. June 2015. New themes such as New Media, Diaspora, Advanced Version of Media Softwares, among others were included in the new syllabus.

FYBFM: The entire syllabus restructuring along with subject has been done w.e.f. June 2015-16.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

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Criterion – II
2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
37	31	06	--	--

2.2 No. of permanent faculty with Ph.D.

13

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
06	02	--	--	--	--	--	--	06	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

20		45		9

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	35	47	01
Presented papers	35	47	01
Resource Persons	-	-	-

No. of Faculty	International level	National level	State level
Published papers	29	47	01

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Classroom Teaching: Use of ICT (Power Point Presentation, Videos, Movies, etc.), Written Assignments, Project Presentations, Case-Study Method, Management Games, Group Discussions, Debates etc.

- Co-Curricular activities: Intra and Inter College Programmes/Competitions, Arranging Exhibitions, Learning through Documentary, Art and Commercial Cinema, Debates, Group Discussions, Peer Learning, Oral and Poster Presentations are some of the innovative teaching approaches/ methods adopted by the College.

- Students were encouraged to take up Industry-based Projects; National and Local Study Tours are organised and Research-based Projects are assigned to the final year students give them experiential learning to whet their interest in research.

- Guest lectures for the students were conducted by external resource persons to strengthen the teaching–learning process.
- Remedial coaching was provided to the slow learners and intensive coaching and mentoring was given to the advanced learners.
- College organized a grand intercollegiate festival *Panaah* in 2015 which provided hands-on experience to students in event management, hospitality, public relations, media, marketing and obtaining funds for a mega college event.
- Industrial visits were arranged by both aided and unaided section. Local field visits were arranged to places like BSE, NSE, RBI and Nature visit such as Govardhan (Eco-Village) etc.
- College also arranged an orientation program where faculty members who had recently completed their Ph.D. shared their experience and encouraged other faculty members to take up doctoral research.
- In specialized programmes such as Bachelors of Mass Media, Bachelors of Management Studies, B. Com. (Accounting Finance), etc. each department has introduced new innovative teaching techniques as per their curriculum such as:
  - BMM students published their Annual Magazine *Unleashed*. The final year students made documentary films on various contemporary issues. On July 17, 2015, TYBMM (Advertising) students were taken to the National Association of Disabled's Enterprises (NADE). Students were taken around the place and given exposure to the various activities taken up by disabled people such as bag making, offset printing, handicrafts, among others. The students were then asked to prepare a strategy to brand such products as part of the 'Brand Building' paper in TYBMM (Advertising).
  - BFM students initiated a research-based event titled 'Economic Explorer' to enhance analytical skill required in the domain of financial markets.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Academic Calendar: Tentative examination schedules are included in the annual Academic Calendar

Prospectus: Information about the evaluation process and other rules & regulations with regard to examinations are elaborately contained in the College Prospectus.

Notices & Circulars: Notices/Circulars/Ordinances pertaining to the pattern of examinations and the pattern of the question papers are displayed on Notice Boards and are explained by teachers in classrooms.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

| 00 | 03 | 00 |

2.10 Average percentage of attendance of students

| 77.5 |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III%	Pass %
B.Com V	770	7.27	31.17	41.43	0.78	80.65
B.Com VI	770	0.78	15.19	66.10	0.91	86.23
B.Com (A&F) V	68	39.71	59.94	02.94	-	95.59
B.Com (A&F) VI	68	41.18	50.00	07.35	-	98.53
BBI V	58	5.17	58.62	22.41	-	86.21
BBI VI	60	8.33	68.33	8.33	-	85.00
BFM V	63	46.03	41.27	12.70	-	100.00
BFM VI	63	71.43	23.81	4.76	-	93.65
BMM V	57	5.26	42.1	42.1	7	96.49
BMM VI	55	20.00	50.90	21.82	5.45	98.00
B.Sc IT V	44	4.55	45.45	2.27	-	52.27
B.Sc IT VI	44	15.91	47.73	-	-	63.63
BMS V	135	17.09	47.40	31.11	4.4	96.30
BMS VI	135	18.51	29.62	17.03	-	92.42
M.Com Acc - III	51	9.80	21.57	21.57	17.65	74.51
M.Com Acc - IV	31	6.45	41.94	22.58	9.68	93.13
M.Com B & F - III	54	3.70	27.78	35.19	9.26	79.63
M.Com B & F - IV	45	2.72	33.33	44.44	11.11	93.82
M.Com Mgmt - III	31	6.45	19.35	32.26	12.90	80.64
M.Com Mgmt - IV	29	-	31.03	20.69	13.79	79.30

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Heads of Departments conduct periodic meetings and review the quality of teaching-learning through the Log Book, Lesson Plans, and by reviewing the academic performance of students.

- Lectures of newly recruited faculty are observed by Heads of Departments and some senior faculty at the request of the Principal.

- Student feedback about teachers in various criteria is collected, analysed and then discreetly communicated to the teachers to brace them for self-improvement. If it is felt necessary the Principal and the HoDs give inputs to teachers for enhancement of their teaching.

- An Annual 'Best Teacher Award' has been instituted and is awarded to teachers on the basis of student feedback.

- A rigorous review of the functioning of various departments and committees of the College is done regularly as part of the quality enhancement endeavour. This includes meetings at the department level, IQAC-department meetings to review teaching-learning processes, meeting with the Principal and Vice-Principal to oversee and evaluate implementation of reforms and new practices.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	58	06	04	
Technical Staff	01	-	-	

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The College is a recognized Research center for the University of Mumbai and offers Research avenues in five different streams. The faculty is encouraged to avail of the Faculty Improvement Programme of the UGC for pursuing their Ph.D. To guide these research scholar following research workshops were held in the college.

- A four day Research Workshop on 'Varied Techniques for Research' was organised to promote Research. Resource person focused on the methodology of undertaking research. They also emphasized on the various tools and techniques of research. The workshop was attended by 40 researcher scholars.
- The Annual Research Journal 'Revelations' with ISSN number continues to be published.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--			
Outlay in Rs. Lakhs	--			

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	7	7	2
Outlay in Rs. Lakhs			1.80	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	31	10	-
Non-Peer Review Journals	14	06	-
e-Journals	01	-	-
Conference proceedings	80	64	-

3.5 Details on Impact factor of publications:

Range [-]   Average [√]   h-index [-]   Nos. in SCOPUS [-]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	----			
Minor Projects	2015-16	University of Mumbai	1,80,000	1,80,000
Interdisciplinary Projects	----	----	----	----
Industry sponsored	----	----	----	----
Projects sponsored by the University/ College	----	----	----	----
Students research projects *(other than compulsory by the University)*	----	----	----	----
Any other(Specify)	----	----	----	----
Total			1,80,000	1,80,000

3.7 No. of books published   i) With ISBN No.   08   Chapters in Edited Books   0

ii) Without ISBN No.   0

3.8 No. of University Departments receiving funds from

UGC-SAP   --   CAS   --   DST-FIST   --

DPE   --   DBT Scheme/funds   --

3.9 For colleges   Autonomy   --   CPE   DBT Star Scheme   --

INSPIRE   --   CE   --   Any Other (specify)   --

3.10 Revenue generated through consultancy   ---

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	01	--	--	--
Sponsoring agencies	Self	ICSSR	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons   03

3.13 No. of collaborations   International   1   National   Any other

3.14 No. of linkages created during this year   3

3.15 Total budget for research for current year in lakhs : lakhs

From Funding agency ☐ 1.80   From Management of University/College ☐ 3.50

Total ☐ 5.30

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions   received by faculty and research fellows
      of the institute in the year

Total	International	National	State	University	Dist	College
8	4	2	-	-	-	2

3.18 No. of faculty from the Institution
      who are Ph. D. Guides   ☐ 04
       and students registered under them ☐ 12

3.19 No. of Ph.D. awarded by faculty from the Institution   ☐ --

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF ☐ 01   SRF ☐ --   Project Fellows ☐ --   Any other ☐ --

3.21 No. of students Participated in NSS events:

University level ☐   State level ☐

National level ☐ --   International level ☐ --

3.22 No. of students participated in NCC events:

University level	--	State level	02
National level	03	International level	--

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	--	State level	--
National level		International level	--

3.25 No. of Extension activities organized

University forum	--	College forum		
NCC		NSS		Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Following activities reflecting Institutional Social Responsibility and extension have been conducted during the year:

- Area based activities of the N.S.S Units include two Blood Donation drives; one in association with Saifee hospital on 21 August, 2015 in which 76 bottles were collected; and another in association with Nair hospital on 9th February, 2016 in which 103 bottles were collected. The volunteers also assisted Nair Hospital in a blood donation drive conducted at Churchgate station in the month of August.
- In the wake of the spurt in dengue deaths in the city, the NSS Unit felt imperative to take up this issue. Consequently a Dengue Drive was conducted, along with BMC officials, in the month of September. The aim was to spread awareness in areas such as Lamington Road, CP Tank, VP Road and Khotachi Wadi regarding the breeding of dengue and malaria mosquitoes. The breeding zones in these areas were detected, and samples of the breeding were sent to BMC labs for testing.

- In 2015-16 the Swachh Bharat Abhiyan was taken up in full spirit and included activities such as Beach Cleaning at Girgaum Chowpatty after Ganpati Idol Immersion, Flag Picking Drive, Cleanliness Drives in college, and a Best Out Of Waste Competition focusing on reuse and up gradation of waste. An official Oath Taking Ceremony was kept for initiating the Swachh Bharat Abhiyan on 2nd October, on the occasion of Gandhi Jayanti. Another drive was conducted in February along with the BMC in the Banganga Tank area, with BJP Vice-President and coordinators.
- Multiple NGO collaborations helped increase the unit's contribution to the society. An open discussion and orientation was kept, along with NGO LAADLI, on the various aspects of Women Empowerment and gender sensitization. The volunteers performed a street play in Khetwadi area focusing mainly on domestic violence, harassment and acid attack.
- A new project was taken up - Old Age Home redevelopment, wherein the existing area was revamped and the library and leisure area were renewed and made more comfortable for the residents.
- Volunteers who were members of Yuvak Biradri participated in various activities like Toy Donation Drive, Mock Parliament, Sadhbhavana Day, and Yuva Bhushan.
- Continuing with the social commitment of earlier years, the NSS volunteers actively participated in the university events. There were rallies on social issues like Peace Rally, Nasha Mukti rally, Run for Unity; cultural programs celebrating imminent personalities such as Sardar Patel, Mahatma Gandhi, Malala Yousafzai and Swami Vivekananda.
- A very special event was the play performed by Indo-Palestinian delegates highlighting the perils prevailing in Israel and Palestine. Yuva Diwas was celebrated with great enthusiasm on 12th January 2016 by participating in the various programs on Swami Vivekanada's 125th Birth Anniversary, at VV Bhavan Churchgate, Kalina Campus, and YB Chavan auditorium.
- After being a part of the inauguration of 'Road Safety Campaign' by the Chief Minister, this cause was undertaken as a new project during the Road Safety Week 2016. Various activities were conducted under this head beginning with a Poster-Making Competition and Street play on traffic rules in January, and debate on various topics in the month of February.
- As a part of Wilson College's Cancer Awareness initiative - HOPE - a rally was conducted, after which an umbrella mosaic was created on Girgaum Chowpatty, breaking the Guiness record for being the biggest umbrella mosaic for spreading awareness on cancer. The volunteers were proud to be a part of this event. The Independence day and Foundation day were conducted with great enthusiasm.
- NSS along with Women's Development Cell also conducted a Self-Defence Training Session for all the females in the college.
- The flagship event of NSS every year is the 7 days special residential camp conducted in association with Hinduja Foundation and Hinduja Hospital. It was held at Jawahar, Pimplesheth District from 24th to 30th October 2015. The volunteers stayed in farmers training centre of the organization MITTRA. They took up various physical tasks such as digging a well and two check dams for the farmer's aid. They also undertook a cleanliness drive at the local bus depot, as well throughout the village. Special sessions were conducted along with village locals to understand their life and problems. Street play prepared by the volunteers on Alcoholism and Education of Girl Child was performed to an audience of almost 200 people, in the village center. Other activities included Debate, Poster Making competition, and various team building games.

- "Play for a cause" 9th September, 2015 - a fundraising Box Cricket Tournament. Our aim was to make the children suffering from cancer feel special. The funds collected from the same had been donated to the Shri Gadge Maharaj Mission Dharamshala Trust, an NGO which works for the betterment of the Cancer patients and their families. The event witnessed participation from a total of 52 teams. A total of Rs. 25000/- was raised in the span of a few hours. A cheque for the same was handed over to Shri Gadge Maharaj Charitable Trust.

- "Sweet Saturday" 14th November, 2015 - This year children's day was special for many children's living on the streets of Mumbai having a really tough life. On this day, team PANAAH with AADARSH ASSOCIATION took a initiative to spread happiness and love for homeless and underprivileged kids. Around 800 kids all over Mumbai were fed with love on November 14th 2015. More than 32 colleges.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4312.435 sq.mt.	-	College	4312.435 sq.mt.
Class rooms	31	-	-	31
Laboratories	04 (IT Lab)	01 (Electronic Lab / Language Lab)	UGC	05
Seminar Halls	02	--	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	--	--	--

4.2 Computerization of administration and library

- **Administration:** The College uses the Vriddhi data management system which covers various aspects of administration. The admission process is also totally computerised using this software. Tally ERP 9 software is used for managing the account section. The examination result processing is contracted to a third party. Students Identity Card are printed using special printers in-house using Vriddhi software. Hence there total computerization of the administration.

- **Library:** The College has an intranet facility within the campus. Vriddhi Library software is being used for maintenance of the library. All functions such as data entry (Books, Journals, Membership), Transactions (Issue, Return, Renewal & Fine Collection), Generation of various reports are computerized. Hybrid Library is maintained with software to upload and upgrade the various e-resources (Books, Journals & Databases). Faculty, Staff and Students make use of the computer which has been provided in the library to browse for books. Also sufficient computers are available for data entry and transaction. Special printers are available for generation of Barcode labels as well as for general purpose use. Intranet and Internet facilities are available for the users. Wi-fi is available in college.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9540	980540	1978	308602	11518	1289142
Reference Books	27669	2999420	454	333515	28123	3332935
e-Books	-	-	-	-	-	-
Journals	71	603547	-	-	71	603547
e-Journals	12		-		12	
Digital Database	-	60416	1	-	2	66116
CD & Video	892	20717	3	5700	895	23637
Others (specify)	-	-	-	2920	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	322 + 39 Laptops	4	4 mbps	04	04	02	12	02
Added	-	-	-	-	-	-	-	-
Total	321 + 38 Laptops	4	4 mbps	04	04	02	12	02

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- The college has four computer laboratories with high speed broadband access. Students and Faculty can access Internet at all time.

- The college conducts in-house training programs for the non-teaching staff to learn technology to use in their day-to-day office work.

- College is a Wi-Fi enabled campus which helps management, Staff and students to extensive use the internet for their various purposes.

- Online feedback from students for faculty members.

- A workshop was arranged for the teaching staff on how to use smart board for better learning teacher experience.

4.6 Amount spent on maintenance in lakhs :

   i) ICT

3.13

   ii) Campus Infrastructure and facilities

17.03

   iii) Equipments

12.67

   iv) Others

1.08

Total :

23.91

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC obtains feedback from students on various support services available in the college and uses them for enhancement of these services. Feedback on such programs is made available to the management through IQAC for quality sustenance and improvement.
- The college has an effective system of remedial teaching for students in need of greater academic help. The respective heads of the departments duly supervise these.

5.2 Efforts made by the institution for tracking the progression

- Heads of Departments hold periodic meetings of their respective departments and discuss the progress of students in academics.
- Subsequently in the meeting of Heads of Departments with the Principal, the progress in academics is discussed and ways to enhance the performance of students are put forth.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (M.Phil)
4386	343	98	30

(b) No. of students outside the state

195

(c) No. of international students

NIL

Men
No	%
2294	52.30

Women
No	%
2092	47.70

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3725	68	0	62	05	3860	4187	88	6	102	03	4386

Demand ratio 1:4.21   Dropout % < 2%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- The faculty guides and encourages students for competitive examinations like CA, CAT after their graduation.
- The college library is well stocked with books and journals for competitive examination.
- Regular classes are available for students appearing for CFP examination.

No. of students beneficiaries   35

5.5 No. of students qualified in these examinations

NET | 2 | SET/SLET | 1 | GATE | | CAT |

IAS/IPS etc | | State PSC | | UPSC | | Others |

5.6 Details of student counselling and career guidance

> * The college has appointed Dr. Asha Ambani and Ms. Nisha Chandarana for counselling students of the college. One of them visited the college once a week. Any student could have a walk-in and discuss any problem as and when needed.
> * The Career Counselling Cell organized psychometric (employability) assessment for third year students. Individual counselling was provided to students who approached the career-counselling cell with queries.

No. of students benefitted | 150 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
4	247	62	159

*Most of the students opt for further studies after their graduation and around 50 % of students join their family business.

5.8 Details of gender sensitization programmes

> • A two-day Zonal Workshop on 'THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL) ACT, 2013 AND RELATED ISSUES'
> • Safety Audit for Girl students was conducted by Women Development Cell
> • The college organized self-defence training for girl students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level | 19 | National level | 03 | International level | - |

No. of students participated in cultural events

State/ University level [20]   National level [-]   International level [-]

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [3]   National level [2]   International level [-]

Cultural: State/ University level [20]   National level [-]   International level [-]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (PTA and Students welfare scheme)	39	78000
Financial support from government	08	80000
Financial support from other sources (ANGC)	39	21600
Number of students who received International/ National recognitions	00	NIL

5.11   Student organised / initiatives

Fairs   : State/ University level [--]   National level [--]   International level [--]

Exhibition: State/ University level [--]   National level [--]   International level [--]

5.12   No. of social initiatives undertaken by the students [05]

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Vision**
> To empower our students not only to excel but to outshine
> **Mission**
> To inculcate the values of hard work, diligence and determination and above all, the will to succeed through a holistic and multipronged approach.

6.2 Does the Institution has a management Information System

| Yes |

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> College is affiliated to the University of Mumbai so we have to follow curriculum given by the University. We contribute to Curriculum development in the following ways.
>
> - Faculty Members takes active part in syllabus restricting and revision. Few faculty members are the members of academic bodies of University of Mumbai where they actively participates in curriculum development.
>
> - Feedback obtained by Faculty members from students, Peers and Industry are passed on to the Dean Faculty of Commerce / concerned Board of Studies for review and further discussion.
>
> - Faculty members also participates in the various workshops and meets for syllabus restructuring and revision.

6.3.2 Teaching and Learning

- Subject departments conduct meetings at regular intervals of time to formulate their teaching plans, question paper setting and assessment schedules.

- Each faculty is given Log Book which contains details about Teaching Plans, Syllabus completion etc. The same is approved by Heads of Departments and ratified by the Principal at regular intervals of time.

- A subject completion form is filled and submitted by faculty members at the end of the each semester.

- Students are informed about lecture timings and classrooms and a change in them, if any vide Notices.

- Students are encouraged to visit the Library for reference reading.

- Remedial teaching is provided for Slow Learners and special attention is paid to Advanced Learners.

- Students are allowed to access to the Computer Labs for study and research purposes.

- Teachers adopt a Lecture-cum-Discussion method.

- Presentations on subjects are made by students with the help of LCD/Projectors and internet.

- Critiques, Report Writing, Seminars, Quizzes, Debates, Group Discussions, Group Projects, Games and Simulations are used for collaborative learning.

- Students are motivated to use E-learning and Blended Learning through Open Learning initiatives.

- To inculcate critical thinking intra-class debate competitions, group discussions and presentations are arranged. Such activities help to develop logical thinking, communication skills and self-confidence in students.

- Students are given opportunities both to participate in, as well as organize inter-collegiate events.

- The College records and publishes the academic year's activities, with literary contributions from students in three languages [English, Hindi and Marathi] in the Year Book.

- Students are encouraged to become members of, as well as to participate in activities organized by the NSS, NCC, Students' Council, Gymkhana, Rotaract Club, DLLE, WDC and Planning Forum. The activities organized by these committees facilitate the all-round development of students, particularly with regard to team building, resource mobilization and allocation, time management, practical accountancy etc.

6.3.3 Examination and Evaluation

- As an affiliate institution of the University of Mumbai, the college follows the examination system set out by the University.
- In the orientation program conducted for F.Y.B.Com. Students a special presentation is made by examination committee to explain CBGS to the students.
- The examination committee of the college prepares the schedule of all the examinations to be conducted during the year in the beginning of the academic session which enables the faculty and students to plan their teaching and learning schedules.
- Question papers set by Faculty are vetted by HOD's of respective Department to ensure that they adhere to standards.
- Revaluation and moderation of the examination papers are done as per the University rules and regulations.
- The students are sensitized well in advance on the consequences of using unfair means.
- Answer papers are masked to ensure unbiased assessment.
- Assessment is centralized as per the University rules.
- Meeting of the students with poor performance was conducted with their parents. They were counselled about improving their performance. They were provided with previous years question papers. They had to solve and submit the same. There was improvement in the subsequent examination result.

6.3.4 Research and Development

- Library and ICT facilities are made available to all students (U.G., Post graduate, M. Phil and Ph. D students) and faculty members.
- Talks by eminent personalities are arranged to foster a scientific temper and develop an aptitude for research culture among students including M.Phil., and Ph.D. scholars.
- Allocating Guides to under-graduate students for undertaking Research Projects.
- Organizing Research Workshops, Seminars and Conferences.
- Duty leave is sanctioned to support staff for undertaking research activities and also registration fees along with TA is provided to the staff participating in National and International Conferences / Seminars.

- The College organizes one week research workshop on Analytical tools every six months. This helps Ph. D. and M. Phil students to understand analytical techniques that will aid their research work.

- College organizes training sessions on SPSS for the research students. The college has collaborated with Global Network of Business Researchers to provide the needed thrust to research activities in the field of commerce, management, social sciences and other allied disciplines.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The College has an intranet facility within the campus. Vriddhi Library Software is being used for maintenance of the Library. All functions such as Data Entry (Books, Journals and Membership), Transaction (Issue, Return, Renewal and Fine Collection), Generation of various Reports are computerised. Digital Library is maintained with software to upload and upgrade the various e-resources (Books, Journals, database). Faculty, staff and students make use of the computers which have been provided in the Library to browse for books. Also sufficient computers are available for data entry and transactions.
- Special printers are available for generation of barcode labels as well as for general purpose use. Intranet and Internet facilities are available for the users. Wi-Fi is made available in the entire College
- E-Journals and E-Books were made available to the faculty and students.
- Our library has software India Stats and INFLIBNET.
- The library has also installed OHP Projector and User Scanner facility for students and teachers.
- Training for teachers for the efficient use of India Stats was conducted by the librarian.

6.3.6 Human Resource Management

- Orientation and training programs are periodically organized for new recruits.

- In order to enhance capacities of the Faculty Faculty development programs are arranged on regular intervals.
- Recreation programs are also organized for Faculty, non-teaching and supportive staff.

6.3.7 Faculty and Staff recruitment

- The college is affiliated to the University of Mumbai and enjoys minority status. The faculty is recruited through the duly constituted Selection Committee as per University norms. This comprises of the nominees of the Management, University and Director of Higher Education. The Vice-Chancellor nominates the Subject Experts.

- The vacant post(s) of the faculty is / are widely advertised and applications are invited. The Principal and the concerned Head of the Department carry out the scrutiny of the applications and candidates with higher merit are called for an interview before the Selection Committee. Proceedings of the Selection committee are sent to the University for the Vice-Chancellor's approval. After getting the approval of the Vice-Chancellor, faculty is appointed on probation for two years.

6.3.8 Industry Interaction / Collaboration

To promote Industry Interaction and Collaboration the following industrial visits were organized during the year:
- Elin Electronics Ltd at Baddi (Chandigarh).
- Kullu Shawl Factory at Kullu.
- Silk Industries, Cement Block industry.
- The National School of Drama.
- UST Global – Software Development Company
- Tylon-Tyers Manufacturing Industry.
- Govardhan Village, Wada as a field trip

S.V. Industry (Seat Manufacturing Industry)Guest lectures were held by the following persons from Industry:

- Mr. Kapil Thakur, Financial Analyst–CNBC Awaz.
- Mr. Kaushal Shah from Reliance Ltd.
- Mr. Omum Siddiqui, Executive Corporate Customer Relations-Rustomjee
- Mr. Kirtan Shah – Director, Ambition Learning
- Mr. Jitendra Nayak – Assistant Professor
- Ms. Sneha Subhedar – Assistant Professor, Symbiosis
- Ms. Aishwarya Lahiri Khanna, Media and Design Analyst, Accenture
- Mr. Rahul Dubey, Deputy Manager, Corporate Communications at Welspun Renewables
- Prof. Hanif Lakdawala, Assistant Director of Akbar Peerbhoy College of Commerce & Economics
- Mr. Alexander Mathew, Senior Correspondent, CNBC TV18

- Ms. Kavita Vispute-Counselor(Seed Infotech)
- Mr. Rohit Sharma – Senior Corporate Trainer -Squad Infotech Pvt Ltd
- Mr. Bhanudas Satam - Asst. Professor, Hire College
- Mr. Navin Reddy - Corporate Trainer
- Prof. Prassana Choudari – BFM Co-ordinator, Ganshyamdas Saraf College
- Ms. Davinder Suri – E & Y, Project Manager
- Mr. Rahul Gupta & MS. Ranjita from ICICI Securities
- Mr. Sharad Pachisia- AVP –Edelweiss Equity Research and Portfolio Management
- Sameer Karve, Special Correspondent , Maharashtra Times
- Mohit Bakshi CEO, FOUNDER OF THOUGHT BUBBLE
- Dr. Sanjay Ranade, Associate Professor , University of Mumbai (Department of Communication & Journalism)

6.3.9 Admission of Students

Admission process was done as per the norms specified by the University.

6.4 Welfare schemes for

Teaching	- Financial assistance by reimbursing fees and TA/DA for participating in various national & international conferences. - Loan facilities - Flexi-timings provided for medical reasons - Maternity leave - Advance to meet emergency expenditure - Fee subsidy is given to wards of the Faculty. - Health Centre under the supervision of a visiting doctor.
Non teaching	- Loan facilities - Uniforms for the supportive staff - Maternity leave - Financial aid to educate the children of supportive staff - Festival advance - Fee Concession is given to the wards of administrative and supportive staff - Health Centre under the supervision of a visiting doctor. - Health Insurance

Students	• Students are covered by Group Insurance Scheme. • Trained and professional counsellor is available in the college. • Career guidance provides training for students to enhance their employability. • Fee concession given to needy students. • Scholarships given to meritorious students. • Financial support for notebooks, stationary and conveyance to needy students. • Book Bank Scheme • Cash prizes are given to merit students for academic excellence, sports, cultural and other extra – curricular activities.

6.5 Total corpus fund generated | -- |

6.6 Whether annual financial audit has been done   Yes | √ | No | |

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	No	No	No
Administrative	Yes	No	No	No

6.8 Does the University/ Autonomous College declares results within 30 days? - NA

For UG Programmes   Yes | | No | |

For PG Programmes   Yes | | No | |

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

| _ |

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

| N.A |

6.11 Activities and support from the Alumni Association

- Alumni Association organised a talk on Women Empowerment along with the Women's Development Cell of the college.
- Two Alumni meet was organised.
- Few influential alumnus were invited to orient our current students on Career Planning.

6.12 Activities and support from the Parent – Teacher Association

- The Parent-Teacher Association every year extends financial support to 30 students @ 1000 each for purchasing notebooks, stationary and conveyance.
- The Parent-Teacher Association supported the book bank scheme by contributing one third value of the books purchased under this scheme.

6.13 Development programmes for support staff

- Arranges training program for support staff
- Providing financial support to participate in seminars and workshops
- The College arranges an annual outing for the staff.
- IT training to support staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Green Audit was conducted and the appropriate steps were taken to preserve energy and environment in college.
- Nature Club of the college organised various activities such as awareness drive, field visit to Shaguna baug, orientation was also organsied to suggest ways to protect the environment within and around the college campus.
- Waste paper and files were reused and recycled.
- Pest control is also done with herbal products periodically.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- College collaborated with Intern Theory and Angel Broking for providing skill based and practical training through internship programme to undergraduate students.
- Service Learning Programme has been initiated to inculcate social values amongst students to sensitize them towards social issues and community services.
- Continuing to promote research culture amongst the staff & students for their overall development through
  - ➢ Encouraging staff members to take various research projects (Minor & Major)
  - ➢ Inspiring faculty members to register for doctorate / Ph. D degree & motivating the registered students to soon submit their thesis.
  - ➢ Organising Seminar / Conference / Workshops at National & International Level for promoting research in the college.
- Promoting higher studies Skill Based Industry Oriented Programs through Foreign Collaborations such as Canadian University.
- Special Library Sessions were organized for students to encourage them to access library facilities
- To encourage the students to participate and excel in sports and cultural activities.
- Continue to organise Dharam Hinduja Essay Writing Competition at all India Level.
- To undertake field trips to augment practical knowledge of the subject (study tour).
- Activity based Faculty Development Programs for faculty and staff was conducted where Team Building Activities and Management Games were organised.
- Arranging workshops for faculty & students for their personality development.
- Local and Outstation Industrial and Educational Visits were arranged.
- Around 15 lakhs prizes are given to students for academic excellence, sports activities, cultural activities and for other extra-curricular activities.
- BMM students annually publish their Magazine *Unleashed*, organize exhibitions, street plays, documentary film screenings, etc. Every year the Third year students of BMM make documentary films on various contemporary issues.
- BFM students initiated a research-based event titled 'Economic Explorer' to enhance analytical skill required in the domain of financial markets.
- The volunteers of different committees bring out catalogues, posters and wall hangings highlighting the importance of the activity, date and time of activity. This serves as a creative platform for student expression to create awareness of events and at the same time generate publicity.
- Students are encouraged to write wall magazines and make the college campus more vibrant.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- College was awarded 'College with Potential for Excellence' in 2015-16.
- College organised
  - ICSSR Sponsored One Day Seminar on Women Empowerment : A Feminist Discourse' on October 17, 2015.
  - International: One Day International Conference was organised on "Make in India: A Road Map Ahead" on April 16, 2016.

- Faculty members participated in workshop organised by University of Mumbai and other affiliating colleges on Revision of Syllabus.
- Seven faculty members submitted proposal for Minor Research Project to the University of Mumbai.
- Faculty members were encouraged to write research paper in International & National Journal. Around 100 research papers were presented and published.
- Two research workshop were organised on Research Methodology and Statistical Tools and Techniques.
- Total five students submitted their thesis from the centre.
- Two faculty members (Dr. S. K. Mishra and Dr. Kuldeep Sharma) were recognised as Ph. D. Guide in University of Mumbai.
- Two FDPs were organised by IQAC for teaching non-teaching staff. One FDP was organised within the college on 'Investment Planning' and other was organised at Monteria Resort, Khapoli where Team Building and Management Games were organised.
- Dharam Hinduja Essay Writing Competition for lectures was organised by Literary and Debating Society where twenty essays were received. Prizes were distributed for the same on Annual Day.
- Pannah' an intercollegiate festival was grand success and almost 35 colleges participated in the event.
- 'Nadkhula' intercollegiate dance competition was organised by Marathi Vadyamaya Mandal.
- The Student Council of the College successfully hosted 'University Youth Festival on 8th, 9th and 10th August, 2015. More than 25 collecges from University of Mumbai participated the festival.
- College management are working on Redevelopment of College Building.
- M. Com. students were guided by faculty members to undertake research project. M. Phil. and Ph. D. students were encouraged to write research paper in national and international conference / seminar.
- Seven Day Workshop on Research Methodology was organised where speaker oriented the participants about Plagiarism and online software to check Plagiarism.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> - Campus to Corporate Training though Internship Programme.
> - Service Learning Programme

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> - In the wake of the spurt in dengue deaths in the city, the NSS Unit felt imperative to take up this issue. Consequently a Dengue Drive was conducted, along with BMC officials, in the month of September. The aim was to spread awareness in areas such as Lamington Road, CP Tank, VP Road and Khotachi Wadi regarding the breeding of dengue and malaria mosquitoes. The breeding zones in these areas were detected, and samples of the breeding were sent to BMC labs for testing.
>
> - In 2015-16 the Swachh Bharat Abhiyan was taken up in full spirit and included activities such as Beach Cleaning at Girgaum Chowpatty after Ganpati Idol Immersion, Flag Picking Drive, Cleanliness Drives in college, and a Best Out Of Waste Competition focusing on reuse and up gradation of waste. An official Oath Taking Ceremony was kept for initiating the Swachh Bharat Abhiyan on 2nd October, on the occasion of Gandhi Jayanti. Another drive was conducted in February along with the BMC in the Banganga Tank area, with BJP Vice-President and coordinators.
>
> - Field and nature visit was organised by Nature Club of the college to create environmental awareness amongst the students.

7.5 Whether environmental audit was conducted?   Yes | √ | No | |

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths of the Institute:

- High quality academic programs at UG and PG levels
- Only college offering M.Phil in Commerce from the University of Mumbai.
- Strong Research culture with Ph.D. program in seven subjects on offer.
- Research journal 'Revelations' published with ISSN number.
- Strong commitment to community service, social justice, empowerment of women.
- Excellent location in the heart of the city and in close proximity to a railway station.
- Dual Degree courses offered
- Excellent reputation at both State and National Level.

Opportunities to Explore:
- Opportunity for undertaking Multidisciplinary and Interdisplicinary Research
- Opportunity to offer new courses to cater to demand from students and industry experts.
- Expertise of faculty to tap the corporate sector for consultancy and funding for research projects.
- To collaborate with foreign institution for higher studies and job opportunities abroad.

Challenges:
- Construct an new multi stories building for the college in the present location, after relocating in the tenants from adjoining buildings
- Delay in obtaining permissions from authorities as well as in relocating tenets for redevelopment.
- Problems of noise pollution as the college is located in the heart of the city.
- To bridge the gap between campus to corporate due to pre-set curriculum of University of Mumbai.
-

8. **Plans of institution for next year**

- To organise Faculty Development Programme on regular basis for teaching and non-teaching staff.

- Have more MOUs with foreign Universities and other institutions for better teaching and learning and faculty exchange programs.
- To organise National and International Conference on Human Rights such and other contemporary issues.
- To submit proposals for minor research projects to the University of Mumbai.
- Encourage research in wider range of subject and conduct workshop on research.
- To encourage and support faculties in completion of their Ph. D. and other research work.
- Continue to encourage Ph.D. students to complete and submit their thesis.
- Continue to organize the Dharam Hinduja Essay writing completion for Faculty at the National level.
- To organise curricular and co-curricular activities at departmental level to get maximum participation of students.
- Continue to organise mega intercollegiate event 'Pannah'.
- Redevelopment of College building.
- To organise out station picnic for teaching and non-teaching staff for recreation.

Name : Chandrashekhar Deore   *Name Dr. Minu Madlani*

Coordinator, IQAC   *Chairperson, IQAC*

_____***_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****

SMT. P. D. HINDUJA TRUST'S

K. P. B. HINDUJA COLLEGE OF COMMERCE

NAAC Re-Accredited 'A'

Academic Calendar
2015-2016

Permanently Affiliated to the University of Mumbai & U.G.C., New Delhi

ISO 9001 : 2008 CERTIFIED

Estd. : 1974

Hinduja Group Founder
Parmanand Deepchand Hinduja
(1901-1971)

The credo of the Hinduja family is a corollary of five business principles of late Shri.**Parmanand D. Hinduja**;Founder of the Hinduja Group. We, at K. P. B. Hinduja College of Commerce, remain inspired by the great soul and commit ourselves to be steered by his fundamentals:

◆ Work to Give

◆ A Word is a Bond

◆ Act Local, Think Global

◆ Partnership for Growth

◆ Advance Fearlessly

Smt. P. D. Hinduja Trust's K. P. B. Hinduja College of Commerce
315, New Charni Road, Mumbai 400 004. Tel : 022 23889408 Fax : 022 2385 9397
Website : http://www.hinduja.com E-mail : hindujacollege@gmail.com

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Principal
Dr. (Ms). Minu Madlani

JUNE - 2015

8	Monday	First Term of the Academic Year Commences
27	Saturday	Yoga Day Celebrations by NSS

JULY - 2015

3	Friday	Event for National Integration Camp by NSS
4	Saturday	NSS Enrollment Drive Commences
6	Monday	Enrollment Drive for Extension Work
7	Tuesday	NSS Enrollment Drive Commences
25	Saturday	NSS Enrollment and Guest Lecture
27	Monday	Commerce Association Inauguration Programme

AUGUST - 2015

1	Saturday	Disaster Management Awareness Programe by NSS
		Hike to Little Chowk Point, (Matheran) by Nature Club
4	Tuesday	Cancer Awareness for Women by NSS
8	Saturday	Youth Festival
9	Sunday	Youth Festival
11	Tuesday	Class Test for FY/SY/TYB.Com. Students
12	Wednesday	Class Test for FY/SY/TYB.Com. Students
13	Thursday	Class Test for FY/SY/TYB.Com. Students
15	Saturday	Flag Hoisting
21	Friday	Blood Donation Camp by NSS
22	Saturday	Parents'- Teachers' Association Meet
26	Wednesday	Inter-Collegiate Carrom Tournament
27	Thursday	Inter-Collegiate Carrom Tournament
28	Friday	Talent Contest by Students' Council

SEPTEMBER - 2015

2	Wednesday	Parents' meeting with Attendane Committee - F.Y.B.Com.
3	Thursday	Parents' meeting with Attendane Committee - S.Y/T.Y.B.Com.
5	Saturday	Teacher's Day Celecbrations by Students' Council
7	Monday	Two Day Workshop by Women Devlopment Cell
8	Tuesday	Extension Work Training Programme - First Term
9	Wednesday	One week Dengue Awareness Programme by NSS Commences
12	Saturday	'Laadli', Social Awareness Programme
14	Monday	Book Exhibition by Library Committee
15	Tuesday	Book Exhibition by Library Committee
22	Tuesday	Semester End Examination (I and III) Commences
24	Thursday	NSS Day Celebration
26	Saturday	Send out invitations for Dharam S. Hinduja All India Essay Writing Competition for Lecturers
28	Monday	Beach Cleaning Drive by NSS

OCTOBER - 2015

1	Thursday	Semester End Examination ends
2	Friday	'Swachh Bharat Abhiyan' by NSS
17	Saturday	National Seminar on Women Empowerment by WDC
24	Saturday	NSS Residential Camp Commences
30	Friday	NSS Residential Camp Ends

NOVEMBER - 2015

16	Monday	Second Term of the Academic Year Commences
19	Thursday	Sports Week by Gymkhana Commences
21	Saturday	Nature Photography Competition
23	Monday	Essay Competition by Planning Forum
25	Wednesday	Sports Week Ends

DECEMBER - 2015

1	Tuesday	AIDS Awareness Week Commences
3	Thursday	Extension Work Training - Second Term
9	Wednesday	Annual Sports Day (Heats)
11	Friday	Annual Sports Day (Finals)
18	Friday	'Annual Day by Students' Council
26	Saturday	Winter Break Commences

JANUARY - 2016

1	Friday	Winter Break Ends
7	Thursday	Road Safety Week Commences
11	Monday	Class Test for FY/SY/TYB.Com. Students
12	Tuesday	Class Test for FY/SY/TYB.Com. Students
13	Wednesday	Class Test for FY/SY/TYB.Com. Students

FEBRUARY - 2016

17	Wednesrday	Blood Donation Camp by NSS
27	Saturday	Marathi Bhasha Din Celebration by Marathi Vangmay Mandal

MARCH - 2016

1	Tuesday	Semester End Examination (II and IV) Commences

N.B.

1) Paper Cutting/Articles Committee to work round the academic year.
2) Counselling Cell : Counselling facility for students throughout the year on every Saturday from 10.30 a.m. to 12.30 p.m.
3) Literary & Debating Society's 'Dharam S. Hinduja' Competition : Invitations to be sent out for Inter-Collegiate Essay Writing Competition for lecturers.
4) Magazine Committee : Annual College Magazine to be released in the last week of April 2016.
5) The schedule in the Academic Calendar may be altered by the College authorities for adninistrative or other convenience with or without prior notice.

Analysis of Feedback

The College follows an online feedback system for obtaining feedback system for obtaining feedback on faculty members. The system is both reliable and transparent because anonymity enables students to give an honest feedback.

The feedback is taken in the computer Lab where each student is provided a login ID and password. The feedback form for each teacher appears on the screen and students are given time and privacy to register their response.

The feedback analysis is done by the software agency which generates the report and submits it to the IQAC convener. The IQAC convener hand over these reports to the respective Head of the Departments who then discuss the performance of each member in person separately. This discussions help teachers to understand both their strengths and weakness as well how to improve upon their performance in future. The Reports of performance of each course /class engaged by the teachers is given separately to the teachers for better introspection and analysis of their performance. Teachers are also felicitated with 'Best Teacher 'award based on the feedback to encourage them to perform better.

Short Analysis of feedback for the year 2015-16 is given as below

Total number of faculty member including visiting faculty is 82

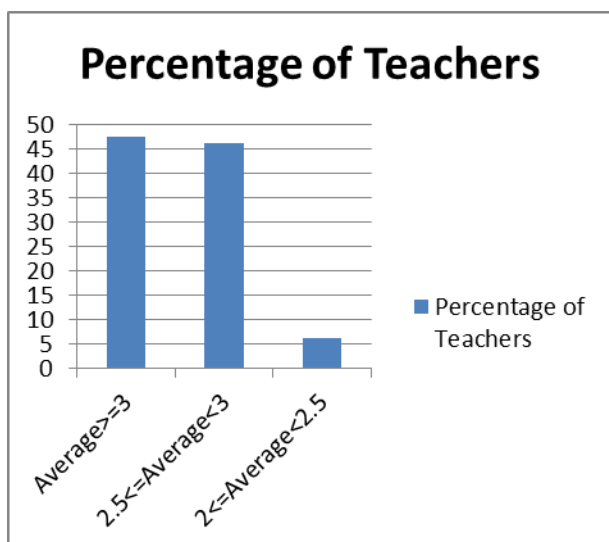Average score of 3 to 4 is Very Good

Average score of 2 to 3 is good (excluding 3)

Average score of 1.5 to 2 is satisfactory

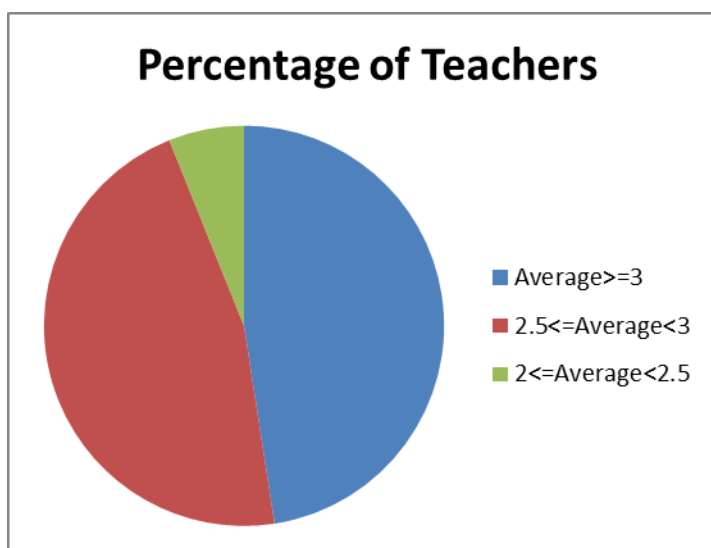Below 1.5 to 0 is unsatisfactory

All teachers got an average of 2 or more (most of them above 2.5)

Below is the short summary analysis of teachers' feedback result

Total No of teachers= 82

Average	No. of teachers
Average>=3	39
2.5<=Average<3	38
2<=Average<2.5	5

Total No of teachers= 82

Average	Percentage of Teachers
Average>=3	47.56
2.5<=Average<3	46.34
2<=Average<2.5	6.1

It is observed that that nearly half the Faculty had average scores of 3 or above, indicating the very high satisfaction and comfort levels of the students with these faculty, another 46.34%   of Faculty had an average score of 2.5 but less than 3 which indicated that students rated them as good Faculty. However 6.1% of the faculties are in the lower range of the good category and they are being encouraged by members from the IQAC and their respective Head of the Departments/Coordinators on how they can do better.

BEST PRACTICES NO.1: 2015-16

Title of the Practice:

CAMPUS TO CORPORATE TRAINING THROUGH INTERNSHIP

Goal:

'The Campus to Corporate Training through Internship Programme' aims at providing additional skill oriented technical training with the primary objective of improving the employability and entrepreneurial skills among the students. The main objectives of this programme are:
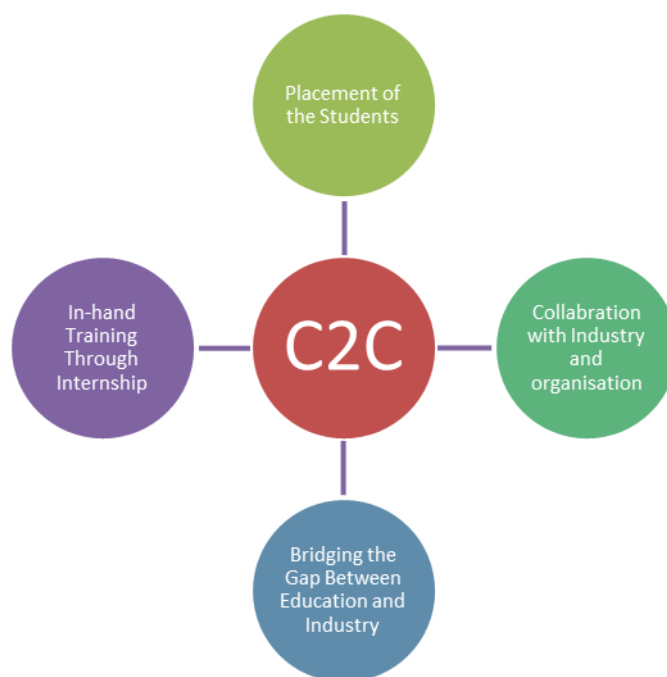
- To initiate skill-based internship programs in collaboration with industry.
- To give them avenues and opportunities of in hand skill based training
- To enhance the employability skills of students.
- To provide platform for campus placement.

The Context:

Keeping in mind our vision and mission college always strives hard to give best to the students to make them successful citizen. Our college believes that education is not just providing degrees to the students but to impart them knowledge in such a way that they apply it to become successful person. Combining the traditional and professional educational courses with skill and the inherent capacity of the students by providing them in-hand training by giving them avenues and opportunities of internship programmes to start their career in a professional manner or to become an entrepreneur is the need of the hour. With the Campus to Corporate Training through Internship Programme the college intends to give its students a platform which helps them to realize their goals through education and training.

The Practice:

The main objective behind this program was to adopt an umbrella strategy to fulfill the need of the students.

To implement the above plan the strategies and actions followed by the college were:

1. Collaborations with different organisation who can provide or arrange internship programme of our students.
2. A series of lectures by the eminent successful personalities from the different fields was organized in the college. Mainly the focus was on the practical aspects of education, training and entrepreneurship and how it can be materialized to reach desired goals.
3. Frequent visits by the students to the local industries and corporate and administrative offices are also organized for giving them the first-hand knowledge of the various businesses, services and jobs.
4. Interview and selection of the students for the internship programme on different projects.
5. A placement cell help these students to perform at various placement drive held in college.

There is still a wide gap between education and employment. Employment agencies must come forward to the remotest areas and ask for their requirements on the basis of which skill may be produced.

Evidence of Success:

➢ Collaboration with Angel Broking:

Angel Broking is an Indian Stock Broking firm established in 1987. The company is a member of the Bombay Stock Exchange (BSE), National Stock Exchange (NSE), National Commodity & Derivatives Exchange Limited (NCDEX) and Multi Commodity Exchange of India Limited (MCX). It is a depository participant with Central Depository Services Limited (CDSL). The company has 8500+ sub-brokers and franchisee outlets in more than 900 cities across India.

➢ Result and Output:

- Angel Broking firm interview drive for an internship programme was held in our college premises on 4th MARCH 2016.
- Total 47 students from different courses appeared for the interview and all of them were selected for Angel Broking Internship Programme. Internship for the students was scheduled form April to June during the vacations.
- Different training sessions were held at Angel Broking firm on several topics such as fundamentals analysis and technical analysis of the company, calculations of brokerage, spanco, etc. Along with that in-hand training was provided to the interns on mock calling and mock trading.
- After the completion of the internship, students were awarded with a certificate of completion of 300 hours of internship.

Problems Encountered and Resources Required:

There is still a wide gap between education and employment. Employment agencies must come forward to the educational institutions and ask for their requirements on the basis of which skills may be provided for future generation.

Problems:

- Lack of interest among the industries to train undergraduates for internship.
- Cost involved in internship programme.
- Establishing institutional relationships with industry and institutions.

Resources Required:

- Network and collaborations.
- Monetary resources for the arrangement of Training and Placement Programmes.

BEST PRACTICES NO.2: 2015-16

Title of the Practice:

Social Service Sensitization Programme

Goal:

Service Oriented Programmes unites the academic and voluntary community service to make studies immediate and relevant. The objectives of the Service Oriented Programmes at Hinduja College are:

- To engage institution of higher education in issues of their communities
- To address and meet social needs
- To help students identify and understand cultural differences
- To enhance critical thinking
- To train young leaders.
- To enliven academic disciplines
- To develop useful skills, etc.

The Context:

A primary role of education is to equip people with the knowledge and confidence to make a difference in the transformation of society. In addition to providing students with content knowledge, education helps instill values, attitudes and behaviors that align with those expected in a society. Hinduja College believes in overall development of students and helps them to socialise by indulging them in various curricular, co-curricular, and extra-curricular activities, which has distinct objective to achieve towards the betterment of the society.

Educational institutions happen to be the centers of human resource development and the learners who come out of these centers are expected to go the society and take up some responsibility. Socially responsible students with ethical and morale values will become good and socially responsible citizen and good citizen will ultimately give good service to the society. Thus, the colleges and the society are interrelated and interdependent.

The Practice:

At Hinduja College we motivate our teachers to take lead as a convener of different committees who will happily co-operate in carrying on the rich traditions of College. Here you will find help in the development of the body, mind and spirit and in the nurture of those graces which make a person truly educated and highly responsible citizen. High scholastic achievement is desired and usually secured by our students but the development of a social character is the first and essential aim.

Every department of the college and every convener of the different courses and committees set their programme by aiming to sensitize students about diverse issues of social, personal, national and global concern.

The units under Service Oriented Programmes are NSS, NCC, WDC, DACEE, PANAAH,

Evidence of Success:

PANAAH – 2015

K.P.B Hinduja College of Commerce's inter-collegiate annual festival –Panaah started its second chapter with more fun, enthusiasm and a firm commitment towards social cause. Panaah's launch has been preceded by social events such as,

6. "Play for a cause" 9th September, 2015 - a fundraising Box Cricket Tournament. Our aim was to make the children suffering from cancer feel special. A total of Rs. 25000/- collected from the same have been donated to the Shri Gadge Maharaj Mission Dharamshala Trust, an NGO which works for the betterment of the Cancer patients and their families.

7. "Sweet Saturday" 14th November, 2015 - On this day, team PANAAH with AADARSH ASSOCIATION took a initiative to spread happiness and love for homeless and underprivileged kids. Around 800 kids all over Mumbai were fed with love on November 14th 2015.

WOMEN DEVELOPMENT CELL

➤ A two-day Zonal Workshop on 'The Sexual Harassment Of Women At Workplace (Prevention, Prohibition And Redressal) Act, 2013 And Related Issues' was organized on September 7-8, 2015.

➤ Safety Audit for Girl students was conducted by Women Development Cell in the academic year 2015-2016. It was conducted to find out whether safety is ensured to girl students by the college.

➤ The screening of a video on Women empowerment and eve teasing was done in various classrooms for the students on December 17, 2016.

➤ The self- defense training workshop for the girl students was organised on 27th and 28th January, 2016.

NSS

• Area based activities of the N.S.S Units include two Blood Donation drives; one in association with Saifee hospital on 21 August, 2015 in which 76 bottles were collected; and another in association with Nair hospital on 9th February, 2016 in which 103 bottles were collected. The volunteers also assisted Nair Hospital in a blood donation drive conducted at Churchgate station in the month of August.

• In the wake of the spurt in dengue deaths in the city, the NSS Unit felt imperative to take up this issue. Consequently a Dengue Drive was conducted, along with BMC officials, in the month of September.

• This year the Swachh Bharat Abhiyan was taken up in full spirit and included activities such as Beach Cleaning at Girgaum Chowpatty after Ganpati Idol Immersion, Flag Picking Drive, Cleanliness Drives in college, and a Best Out Of Waste Competition focusing on reuse and up gradation of waste. An official Oath Taking Ceremony was kept for initiating the Swachh Bharat Abhiyan on 2nd October, on the occasion of Gandhi Jayanti. Another drive was conducted in February along with the BMC in the Banganga Tank area, with BJP Vice-President and coordinators.

• Multiple NGO collaborations helped increase the unit's contribution to the society. An open discussion and orientation was kept, along with NGO LAADLI, on the various aspects of Women Empowerment and gender sensitization.

• The NSS Unit continued its collaboration with Dharma Bharthi Mission for their Chalo English Sikhayein Abhiyan. They participated in a series of teaching programs, over a span on 6 months [September to February], teaching students of standard 5, 6, 7, and 8 subjects such as English and Maths.

• A new project was taken up - Old Age Home redevelopment, wherein the existing area was revamped and the library and leisure area were renewed and made more comfortable for the residents.

• There were rallies on social issues like Peace Rally, Nasha Mukti rally, Run for Unity; cultural programs celebrating imminent personalities such as Sardar Patel, Mahatma Gandhi, Malala Yousafzai and Swami Vivekananda.

• A very special event was the play performed by Indo-Palestinian delegates highlighting the perils prevailing in Israel and

• After being a part of the inauguration of 'Road Safety Campaign' by the Chief Minister, this cause was undertaken as a new project during the Road Safety Week 2016. Various activities were conducted under this head beginning with a Poster-Making Competition

and Street play on traffic rules in January, and debate on various topics in the month of February.

- Aiming to impact the student life in college, this year NSS unit participated and secured the second position in the college's Talent Parade in group dance competition. They performed a dance on 28th August, 2015 on the theme of "NSS – Not Me But You" depicting how NSS changes a volunteers life.

- As a part of Wilson College's Cancer Awareness initiative - HOPE - a rally was conducted, after which an umbrella mosaic was created on Girgaum Chowpatty, breaking the Guiness record for being the biggest umbrella mosaic for spreading awareness on cancer.

NCC

- Cleanliness Drive was conducted by the students.

- Donation collection rally for drought affected area in Maharashtra

Bachelor of Mass Media

- A significant social initiative this year was the making of documentary films by TYBMM students on various contemporary issues. Students made films on very relevant issues such as the need for segregation of waste, understanding the life of female sex workers, and transgenders, the importance of water conservation and increasing apathy towards elderly people in the city. Apart from making films, students were also asked to contribute towards the social cause they had taken up. Consequently, students helped a female sex worker and a transgender get small jobs. One group conducted a waste segregation awareness workshop in a housing society and distributed two set of dustbins for wet and dry waste.

- TYBMM students published their Annual Magazine *Unleashed*. Unleashed 2015 is the third issue of the magazine. This year's magazine explored social issues such as romanticisation of harassment in Hindi cinema, implications of migration on the socio-economic profile of Daman, youth caught in the grip of drugs, and road rage and how it affects young lives while performing stunts.

- On July 17, 2015, TYBMM (Advertising) students were taken to the National Association of Disabled's Enterprises (NADE). Students were taken around the place and given exposure to the various activities taken up by disabled people such as bag making, offset printing, handicrafts, among others. The students were then asked to prepare a strategy to brand such products as part of the 'Brand Building' paper in TYBMM (Advertising).

B. Com. (Transport Management)
- With an objective to fulfill our commitment to contribute to the community the department of BTM took upon a social initiative named VOICE. Wherein the students

contributed Rs. 25,000 and distributed books eatables and other necessary requirements to Ashadham Ashram for orphans & disabled kids.

- Students of S.Y.B.M.S visited ECO. GOVARDHAN VILLAGE, WADA as a field trip for the subject of organizational behavior to have a an insight towards ecological balance and environment sustainability.

- An ecofriendly awareness initiative was undertaken by students of FYBMS and the theme was **"Love for Nature"** wherein, the students engaged in "best out of waste" activity along with classroom activity such as, documentary shoot on environment, and class decoration and exhibition of products for SYBMS and TYBMS students.

B. Com. (Investment Management)
- `**Social Activity**- Our students realize their social responsibility ,so have taken up an initiated called "HOPE" whereby students contributed Rs.20,000/- to Ashadham , an Old age Orphanage and mentally challenged. Students spend their time playing ,speaking along with old age people and mentally challenged children's ,which was an emotional poignant .

Problems Encountered and Resources Required:

Problems:
- Lack of funds and infrastructure facility to conduct various social activities.

- Involvement of students and teachers due to academic activity.

- High preference to curricular activity by parents and students.

Resources Required:
- Collaborations with NGO and other organisation for support and funding.

- Infrastructure facilities .